

MINUTES
DeKalb Park District
Public Meeting of the Board of Commissioners
March 10, 2022
Hopkins Community Center, DeKalb, IL

Public Meeting
6:00 p.m.

I. Meeting Call to Order:

President Patrick Fagan called the meeting to order at 6:01 p.m.

Roll Call

Board members present: President Patrick Fagan, Vice President Dag Grada, Secretary Gail A. Krmeneć, Treasurer Joel French, and Commissioner Phil Young.

Staff Members Present: Executive Director John Shea, Superintendent of Parks & Development Mat Emken, Superintendent of Finance Mike Rock, Superintendent of Recreation Andrea Juricic, Accounting & Administrative Assistant Jennifer Anderson, Mike Siefken, Wendy Hayes, Dave Kessen.

II. Action on the Agenda

Commissioner Young made a motion to table Item b. under old business and approve the agenda, seconded by Commissioner Krmeneć. Motion carried by roll call vote. Aye: Krmeneć, Young, French, Grada, and Fagan. Nay: None. Absent: None. (5-0-0)

III. Consent Agenda

All items appearing below are considered routine by the Board and shall be enacted by one motion. If discussion is desired, that item shall be removed and discussed separately.

- a. Minutes of the Public Meeting of January 8, 2022
- b. Minutes of the Public Meeting of January 20, 2022
- c. Executive Session Minutes of January 8, 2022
- d. Executive Session Minutes of January 20, 2022

Commissioner Krmeneć made a motion to approve the agenda, seconded by Commissioner French. Motion carried by roll call vote. Aye: Krmeneć, Young, French, Grada, and Fagan. Nay: None. Absent: None. (5-0-0)

IV. Public Comments

None

V. Old Business

- a. **Discussion of the future of the Golf Advisory Committee**

Commissioner Krmeneč stated everyone on the committee agreed the committee could be dissolved. They asked that a golf update be included on a regular board meeting agenda once or twice a year.

b. Action on Additional Work to the River Heights Golf Clubhouse Roof in the Amount of \$6,146.47, to Pinkston Tadd of DeKalb, IL

Tabled

VI. New Business

a. Discussion on Security Cameras and Keyless Door Entries

Mat Emken stated this item would be included for approval at the April board meeting. President Fagan said to do whatever we have to do with equipment and timeline, and add a second pre-bid meeting if needed.

b. Action on a One Year Extension with Sikich LLP, of Naperville, IL, to Conduct the Fiscal Year 2022 Audit

Commissioner Grada made a motion to approve the one-year extension with Sikich LLP, of Naperville, IL, for \$19,825 to conduct the Fiscal Year 2022 Audit, seconded by Commissioner Krmeneč.

Motion carried by roll call vote. Aye: Grada, Krmeneč, Fagan, French, Young.
Nay: None. Absent: None. (5-0-0)

c. Action on Program Partnership Contract with Northern Illinois University Esports

Commissioner Young made a motion to approve the agreement with Northern Illinois University Esports, effective March 1, 2022 through December 31, 2022, expanding our current Recreation Program offerings, seconded by Commissioner French.

Commissioner Young stated the partnership was a great idea since an arena like this could be cost prohibitive. This is a way to get another type of entertainment for the community. Andrea Juricic added that a lot of interest comes from middle aged adults, which can lead to more future opportunities.

Motion carried by roll call vote. Aye: Grada, Krmeneč, Fagan, French, Young.
Nay: None. Absent: None. (5-0-0)

d. Action on Board Meeting Schedule for Fiscal Year 2023

Commissioner Krmeneč made a motion to approve the Board Meeting Schedule for Fiscal Year 2023, seconded by Commissioner Grada.

Motion carried by roll call vote. Aye: Grada, Krmeneć, Fagan, French, Young.
Nay: None. Absent: None. (5-0-0)

e. Action on Ordinance 22-02: Budget & Appropriation Ordinance for the Fiscal Year Beginning March 1, 2022, Ending February 28, 2023

Commissioner Grada made a motion to approve Ordinance 22-02: Budget & Appropriation Ordinance for the Fiscal Year beginning March 1, 2022, ending February 28, 2023, seconded by Commissioner Young.

Motion carried by roll call vote. Aye: Grada, Krmeneć, Fagan, French, Young.
Nay: None. Absent: None. (5-0-0)

f. Action to Approve the Budget Document for Fiscal Year 2023

Commissioner Grada made a motion to approve the Operating and Capital Budget document for the Fiscal Year March 1, 2022 through February 28, 2023, seconded by Commissioner Krmeneć.

Motion carried by roll call vote. Aye: Grada, Krmeneć, Fagan, French, Young.
Nay: None. Absent: None. (5-0-0)

g. Action on Fiscal Year 2023 Merit Pool for Non-Collective Bargaining Employees

Commissioner Young made a motion to approve pay increases for Non-Union Staff for Fiscal Year 2023, seconded by Commissioner French.

When President Fagan questioned whether the increase complies with the employee handbook, Director Shea said it does. Commissioner Grada asked whether this was a range or raise. Director Shea indicated an increase, the same amount for everyone, as discussed when the collective bargaining contract was approved. These employees would receive the same rate. Commissioner Grada agreed but said the word “merit” was confusing. Commissioner Krmeneć added that we have discussed reviewing and updating the District’s manuals and perhaps that language can be clarified. Commissioner Young wanted confirmation that everyone gets 3.5%, to which Director Shea replied that was correct.

Motion carried by roll call vote. Aye: Grada, Krmeneć, Fagan, French, Young
Nay: None. Absent: None. (5-0-0)

h. Action on Changes to the Assistant Golf Maintenance Superintendent (in-training) Job Description

Commissioner Krmeneć made a motion to approve the changes to the Assistant Golf Maintenance Superintendent (in-training) Job Description, seconded by Commissioner Grada.

Commissioner Krmeneč said she appreciated that job was revised, since the job title never made sense to her. The revisions reflect a more professional environment.

Motion carried by roll call vote. Aye: Grada, Krmeneč, Fagan, French, Young
Nay: None. Absent: None. (5-0-0)

VII. Financial Reports

Commissioner Young made a motion to accept the monthly financial reports presented in March 2022, seconded by Commissioner French.

Commissioner Krmeneč asked whether we have 3 Zoom accounts and suggested that account needs be addressed.

Motion carried by roll call vote. Aye: Grada, Fagan, French, Young. Nay: Krmeneč.
Absent: None. (4-1-0)

- a. Monthly Paid Bills Listing**
- b. Monthly Financial Summary**
- c. IT Summary**
- d. Board & Staff Travel Expense Summary**
- e. FOIA Report**

VIII. Open Comments from Commissioners and Director

Commissioner French mentioned his attendance at the (IAPD) conference, noting a few companies' opportunities and other ideas that would be great for the park district. Commissioner Krmeneč wanted to congratulate staff on printed program guide and said it was refreshing to see increased programming. She also thanked all the golf staff and Director Shea for putting together the extensive update presentation for the Golf Advisory Committee meeting. Commissioner Grada said he is looking forward to seeing trout lilies and other ephemerals in the Hopkins Park area that has been converted to native plantings. Director Shea thanked staff for budget planning, and said he is looking forward to everything on the horizon. President Fagan thanked everyone for rescheduling the meeting. He mentioned the pool survey in the program brochure, and said in the 1st week, the results have been unbelievable. Director Shea said there have been 759 responses and there was an also ad in today's paper to respond. President Fagan added that over 90 people have responded with interest in being on a committee.

IX. Closed Session

- a. Personnel- 5 ILCS 120/2(c)1**
- b. Closed Meeting Minute Discussion- 5 ILCS 120/2(c)21**
Commissioner Krmeneč made a motion to go into closed session under Section 2(c)(1) and 2(c)(21) of the Open Meetings Act, seconded by Commissioner French.

Motion carried by roll call vote. Aye: Krmeneć, Young, French, Grada, and Fagan. Nay: None. Absent: None. (5-0-0)

X. Reconvene Open Meeting

Commissioner Grada made a motion to return to open session at 6:52 p.m. Commissioner French seconded the motion.

Motion carried by voice vote.

XI. Action on Closed Session Items

a. Action on Executive Director’s Performance Appraisal for Fiscal Year 2022 and Merit Increase for Fiscal Year 2023

Commissioner French made a motion to approve the executive director’s performance appraisal and merit increase, seconded by Commissioner Young.

Motion carried by roll call vote. Aye: French, Grada, Krmeneć, Young and Fagan. Nay: None. Absent: None. (5-0-0)

XII. Adjourn Public Meeting

Commissioner Young made a motion to adjourn the meeting, seconded by Commissioner Krmeneć.

Motion carried by voice vote.

Meeting adjourned at 6:55 p.m.